

NORMAN ANIMAL WELFARE CENTER OVERSIGHT COMMITTEE
October 26, 2015

The Norman Animal Welfare Center Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in the Multi-Purpose room on the 26th day of October, 2015 at 6:00 p.m. The notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray Street on the 22nd of October, 2015. The meeting was also posted on the City of Norman website.

I. CALL TO ORDER.

Chairperson Mark Howery called the meeting to order at approximately 6:03 p.m.

II. ROLL CALL.

BOARD MEMBERS PRESENT:

Chairperson Mark Howery
Jayne Crumpley
Jennifer Kidney PhD
Ginger Noble, D.V.M.
Joe Carter, D. V. M.
Kathryn Bierman
Rebecca Bean

ABSENT: Councilman Stephen Tyler Holman

OTHER PRESENT:

Jeanne Snider, Assistant City Attorney
Rick Knighton, Assistant City Attorney
Glenn Dobry, Captain
Darci Poe, Norman Animal Welfare

III. APPROVAL OF THE SEPTEMBER MINUTES

Jennifer Kidney made a change on page four; Johnathan Gary should be spelled without an H. Darci made a note to change it to Jonathan Gary.

Jennifer Kidney made a motion to accept the minutes, Jayne Crumpley seconded, and the motion was carried.

IV. MONTHLY STATISTICS

Chairperson Mark Howery went over the monthly statistics. Chairperson Mark Howery said a question for John is what is the definition of condition severe and ill severe? Kate Bierman said that on June 22nd John defined behavior severe as trending towards feral.

Chairperson Mark Howery asked what two animals are under wildlife stray. Chairperson Mark Howery said there were a large number of cats euthanized. Kate Bierman said she would like to know what happened there, if there was a virus or something.

Rebecca Bean asked what are we doing with pregnant dogs; are we trying to get them to rescue before giving birth.

Dr. Joe Carter asked what the volunteer chart was. Chairperson Mark Howery explained the chart. Chairperson Mark Howery said another question for John is does that chart include any community service hours? Rebecca Bean asked if those were all trained volunteers or employees. Assistant city attorney Rick Knighton answered that they are not employees. Kate Bierman said she would like to see the number of active volunteers each month to see if there is growth in our volunteer numbers.

V. CONSTRUCTION UPDATE

Darci Poe said the outside walls are erected and they have started framing the interior walls. The electrician and plumbers have started their rough ins. Work on the roof has started and they will be roughing in the heat and air; once that is complete, they can insulate the roof. They should start pouring the rest of the concrete next week, weather permitting, and things should start to go a little faster.

Rebecca Bean asked what the projected timeline is for Phase II to be completed.

VI. CONTINUED DISCUSSION OF A FOSTER PROGRAM

Chairperson Mark Howery went over the key points that Jonathan Gary from Oklahoma City Animal Welfare went over at the previous meeting regarding their foster program. Jennifer Kidney said that there needs to be someone to oversee the foster program, we need to have procedures in place, need to have the staff, and background checks are needed as well as on site checks. She said this is not something to jump into. Jayne Crumpley said there also needs to be medical support for the foster program and lots of funding. She said that we need to focus on the legal issues; it is a very labor intensive

program. Kate Bierman said he also said it didn't come out of the blue; it started very small and slowly built into the program they have today. She said we need to start with an emergency plan and start small. She said we shouldn't shy away from this; there is a need for a foster program and there is a need for standard operating procedures in general.

Chairperson Mark Howery said a question for John is how did we determine the emergency fosters for the recent puppy mill confiscation?

Rebecca Bean said we need this to save lives. She said 22 rescues were ready to help, veterinarians want to help, potential fosterers on Facebook want to help. She said in 2011 people voted for a three million dollar fully functioning shelter; they voted for this. Dr. Ginger Noble said they voted on bricks and mortar only.

Chairperson Mark Howery announced that Amy is now the new veterinarian technician and that the hopes are that next year we can get a part time veterinarian. Rebecca Bean said the open position for the adoption coordinator is set up for Monday-Friday, 9-5, though it needs to be on Saturday. There were some suggestions on how to have that position work on Saturdays. Rebecca Bean asked if we know how many people adopt on Saturdays. Darci Poe said it varies from Saturday to Saturday.

Jennifer Kidney said there are already emergency plans in place. She said she thought that was a discussion that was had after the Moore tornadoes. Jayne Crumpley said we would need to meet more frequent than once a month to develop an outline to develop the program. Chairperson Mark Howery said maybe we would need to pull together a sub-committee for this. Dr. Joe Carter said after the 1999 tornadoes, Federal Emergency Management Agency, State Department of Agriculture, State Veterinarian offices, Federal Veterinarian offices, Veterinarian Medical Association and College Veterinary Medicine coordinated disaster management templates for emergency plans to be used. Chairperson Mark Howery said he did know that there is some sort of plan because of the 2011 or 2012 wild fires and that was one purpose for the new multi-purpose room, so that it could be used to hold animals if there was an emergency.

VII. ANNUAL REPORT

Chairperson Mark Howery said we are supposed to prepare an annual report; he said we are behind. He handed out a copy of the last report done by him and Jennifer Golden. He said he proposes to put together a bi-annual report for 2013/2014, then an annual report for 2015. Chairperson Mark Howery went over the hand-out that was provided.

There was discussion among the committee members regarding who will work on which mission for the report. Mission one, Insure that the Animal Shelter and Pet Adoption Facility are run in a humane manner in accordance with established and recognized standards for animal shelters is being worked on by Rebecca Bean and Kate Bierman. Mission two, Implement the City Council's adoption policy is being worked on by Chairperson Mark Howery. Mission three, Educate the Community, is being worked on by Jennifer Kidney as well as mission four, Coordinate volunteer services to the Animal Shelter/ Pet Adoption Facility. Chairperson Mark Howery is working on mission five, Implement an onsite spaying and neutering program.

VIII. DISCUSSION OF “NO KILL OF ADOPTABLE ANIMALS” RESOLUTION

Chairperson Mark Howery said he assumes this resolution is something the committee still wants to pursue. He said he would like everyone to look over the draft resolution, then discuss it and possibly vote on it at the next meeting.

There was a discussion about the name of the committee. Assistant City Attorney Jeanne Snider said she would double check the name change of the committee. Kate Bierman asked if the committee feels any different as they did when this was written; if not, then can we go forward. Assistant Attorney Jeanne Snider said it never got voted on, and she would ask the clerk’s office for the process to move forward. Kate Bierman posed a motion to approve the 2011 Resolution. Rebecca Bean seconded the motion. Chairperson Mark Howery called for a vote; all voted yes. Assistant City Attorney Jeanne Snider said she would report on the time line for the process.

Rebecca Bean said she agrees with everything in the cover letter; however, if the new ordinance passes with the new wording, it will no longer be true (referring to the last page, first full paragraph). Assistant City Attorney Jeanne Snider said the ordinance change goes to study session November 17th. There was a discussion about the wording of the ordinance and that the language could be in conflict with the letter. Dr. Joe Carter asked why are they changing that. Kate Bierman answered that we passed the ordinance changes that included that. Assistant Attorney Jeanne Snider said the study session is an open public meeting that you can bring those questions to. Rebecca Bean asked if it is too late to address that.

IX. MISCELLANEOUS COMMENTS

Darci Poe said we had a good turnout for our Fall Photo Fest on October 17th with Hands Helping Paws; Best Friends of Pets was at the shelter as well making free tags for the event. Eighteen people came to the event. The pictures are loaded on our Facebook page and we have had a lot of wonderful public comments regarding the event. Darci said there were 217 people registered for the October 25th adoption event; 83 people actually came. All the dogs were adopted. Best Friends of Pets was there making tags and approving spay/neuter applications. Hands Helping Paws was there also giving costumes to everyone that was adopted. Darci said on November 14th there will be a wonderful day of puppies, pies, and poetry. Students from Curtis Inge Middle School will be at Norman Animal Welfare to read their poems that were submitted to the Pets Add Life contest about what animals mean to them. Come enjoy different types of delicious pies while you enjoy listening to their poems.

Chairperson Mark Howery said a question for John Bowman would be where do the city pet license funds get deposited?

Chairperson Mark Howery distributed a letter from Dr. Otto regarding a humanitarian award in Erica Loftis’s name. There was a discussion on how this would work.

Assistant City Attorney Rick Knighton said if we can't name the award after the person, then the first recipient could be that person.

Chairperson Mark Howery said the ordinance change was to go to study session on November 17th. Assistant City Attorney said it depends; we will know more after the study session. He said there is a first read, then a vote after the second reading. Dr. Joe Carter said he would like to put this on the agenda for the next meeting; he said the ordinance should say receive all animals; how did this slip by us?

Darcie Woodson said she has an article she read a part of from 2011 where a city official is quoted. She said she thought she was voting for a no kill shelter and other people believed it too. Secondly, animals do get turned away. She said at one point, they have turned away every animal. If the shelter turns away vicious animals to let them go back to the community, wouldn't that be a liability? It is important to focus on the lives a foster program can save. If we had a foster program, we wouldn't have to turn animals away. She said right now in the ordinance it says they have to take animals. She wonders how they are getting away with not taking all animals; who holds the city accountable?

Bill Hickman said thank you for your hard work and he has heard lots of good comments, but there is more work to be done. He said he knows how much it means to him that you passed the resolution. People believed they were voting for a no kill shelter. He asked if there are standard operating procedures. He said he would like to see the statistics include fosters. He asked if there are standard operating procedures for fosters and our volunteers. He would like to know the definition of adoptable.

Jennifer Kidney said we do have a foster to adopt program and there are standard operating procedures for volunteers; she worked on them. Jane Crumpley asked if it is something we have to approve. Jennifer Kidney said she doesn't think so, that it is something internal. Rebecca Bean said in the language of the committee, it is something we should oversee. Chairperson Mark Howery said in the early years of the committee, there were standard operating procedures brought to the committee. Kate Bierman said she wants to see the standard operating procedures for volunteers. Kate Bierman said that what she was told in orientation was different from what a friend experienced when she went for orientation. She said she was told something, but didn't see any standard operating procedures and that since the orientations were different, that makes her think there are no standard operating procedures.

Matthew Casey Holcomb reads the mission and resolution from 2004.

X. ADJOURNMENT

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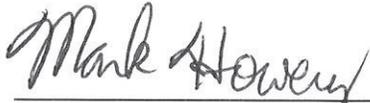
A motion to adjourn the meeting was made by Chairperson Mark Howery at approximately 7:49p.m. The motion was seconded by Jennifer Kidney, and the motion was carried.

ATTEST:

Mark Howery Co-Chairperson

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ATTEST:



A handwritten signature in cursive script that reads "Mark Howery". The signature is written in black ink and is positioned above a horizontal line.

Mark Howery Co-Chairperson